



Woodbridge Junior School Job Description

JOB TITLE/POST: Key Stage 2 teacher
RESPONSIBLE TO: Headteacher / Deputy Headteacher
GRADE: Main Scale dependent on experience

This appointment is subject to the conditions of employment of teachers contained in the current School Teachers' Pay and Conditions Document and the required standards for Qualified Teacher Status.

This job description may be amended at any time following discussion between the Headteacher and member of staff, and will be reviewed annually.

Knowledge and understanding

- Have knowledge of and keep up to date with the Curriculum guidance for Key Stage 2 and the National Curriculum.
- Understand how pupils' learning is affected by their physical, intellectual, emotional and social development and to understand the stages of child development.
- Be familiar with the school's current systems and structures as outlined in policy documents, including the Health and Safety and Safeguarding and Child Protection policies.
- Understand and know how national, local comparative and school data, including National Curriculum test data can be used in professional and school development.

Planning, teaching and class management

- Plan and deliver, with regard for the school's aims, own policies and schemes of work, the teaching programme for all children within the class, using clear differentiation.
- Provide clear structures for lessons and for sequences of lessons, which maintain pace, motivation and challenge.
- Make effective use of assessment information on pupils' attainment and progress and in planning future lessons.
- Ensure effective teaching of whole classes, groups and individuals, establishing high expectations of behaviour and attainment, so that teaching objectives are met.
- Monitor and intervene when teaching to ensure sound learning and discipline and maintain a safe environment in which pupils feel confident.
- Be familiar with the Code of Practice and identification, assessment and support of pupils with SEN.
- Evaluate your own teaching critically to improve effectiveness.

Use a variety of teaching methods to:

- Match approach to content, structure information, present a set of key ideas and use appropriate vocabulary.
- Use effective questioning, listen carefully to pupils, give attention to errors and misconceptions
- Select appropriate learning resources and develop study skills through library, ICT and other sources
- Ensure pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught
- Evaluate their own teaching critically to improve effectiveness

Monitoring, assessment, recording, reporting

- Assess and record each pupil's progress systematically with reference to the school's current practice, including the social progress of each child and use the results to inform planning.
- Mark and monitor class work and homework, providing constructive feedback and setting targets for future progress.
- Set regular, ambitious yet achievable targets for the children.
- Provide reports on individual progress to the Headteacher and parents as required.

Other Professional Requirements

- To support and contribute to the school's responsibility for safeguarding children
- Have a working knowledge of teachers' professional duties and legal liabilities
- Operate at all times within the stated policies and practices of the school
- Establish effective working relationships and set a good example through their presentation and personal and professional conduct
- Endeavour to give every child the opportunity to reach their potential and meet high expectations
- Contribute to the corporate life of the school through effective participation in meetings and management systems necessary to coordinate the management of the school.
- Take responsibility for their own professional development and duties in relation to school policies and practices
- Liaise effectively with parents and governors
- Direct and supervise the work of Teaching Assistants
- Co-operate and liaise with other professionals, including fellow staff, colleagues from external agencies (for example, specialist teachers from the LA support services, health professionals and social workers)
- Take a full part in assemblies as required

In accordance with the Teachers' Pay and Conditions Document there is a requirement for all teachers to contribute to the development of the school curriculum, teaching methods and their review.